

SAMPLE ACTIONS FOR THE 7 STEPS TOWARD STANDARDS ALP DEVELOPMENT

Step 1 - Parents, relevant staff and student are notified of the ALP cycle and provided opportunities for involvement (2 – 4 weeks prior to ALP meeting).

- Call parent, email or mail ALP invitation letter
- Email or send hard copy of parent/student input form
- Meet with teacher(s), provide input form
- Meet with student to discuss ALP process – get input towards goals

Step 2 - Gather and analyze data.

- Print Portfolio from Alpine - Review all assessment data
- Gather data from all assessments, classwork, grades, etc.
- Review all input forms/data from teachers, parents, student

Step 3 - Synthesize data to determine present levels of academic achievement and growth. Establish student learning target.

- Add assessment data under Current Performance Data in the “Multiple sources and types of quantitative and qualitative data” in the ALP.
- Notate progress by writing the narrative describing “increasing performance in student's area(s) of strength” in the ALP

Step 4 - Consider the capabilities, confines, conditions and contexts of the system.

- Collaborate with school staff – teachers, Principal, etc. Discuss all possible instruction options/needs for the student to plan to meet the student’s needs for the upcoming year.

Step 5 - Develop annual, measurable achievement and affective goal(s). Identify instructional practices to support goal attainment.

- Review CO standards for identified academic areas and standards for Affective goals.
- Start a “draft” ALP in Alpine based on input received from input forms, interviews, surveys, assessments, data review.
- Collaborate with teacher, student, parent to write/modify SMART goals during the ALP meeting.

Step 6 - Teacher and student monitor progress throughout the semester/year.

- Set up progress monitoring in Alpine or other system to progress monitor. Update ALP in Alpine with the periodic progress monitoring data.
- Provide progress monitoring data to parents during the same reporting cycle of the school/district.

Step 7 - Data are collected to determine goal attainment. Information is shared with parent(s) and student at an annual review.

- Review data to determine goal attainment at the end of school year and at next ALP development meeting. Summarize annual student progress towards goals in the ALP in Alpine.